

VENTURA REGIONAL SANITATION DISTRICT
Minutes of the Regular Meeting of June 1, 2023
4105 W. Gonzalez Road, Oxnard, California

Chairperson Kildee called the meeting to order at 8:32 a.m.

1. Roll Call: The Clerk of the Board called the roll. The following Board Members were present:

Doug Halter, City of Ventura
Laura Hernandez, City of Port Hueneme *arrived at 8:37 a.m.*
Carlos Juarez, City of Santa Paula
Kevin Kildee, City of Camarillo
Rachel Lang, City of Ojai
David Newman, City of Thousand Oaks
William Ulrich, Special Districts
Christina Villaseñor, City of Fillmore
John Zaragoza, City of Oxnard

Staff Present: Chris Theisen, General Manager; Mischa Barteau, Legal Counsel; Tina Rivera, Director of Finance; Richard Jones, Director of Operations; Juliet Rodriguez, Clerk of the Board; Regina Williams, Senior Accountant; and Mayra Rodriguez, Human Resource Technician

2. Pledge of Allegiance: The Pledge was led by Director Carlos Juarez.

3. Agenda Review:

General Manager Chris Theisen discussed some minor edits to the contract that is being considered, in Agenda Item 7, Approve, and Authorize the Board Chair to Sign, VRSD Contract No. 23-002 with SCS Field Services for Construction Services Related to the Replacement of the Toland Road Landfill Gas Collection System Flare

No changes were made to the agenda as presented.

4. Public Comment:

None.

CONSENT AGENDA (Item 5 only) Matters listed under Consent Agenda are considered to be routine, non-controversial, and are normally approved by one motion without discussion. If discussion is requested by a member of the Board on any Consent Agenda item, or if a member of the public wishes to comment on an item, that item may be removed from the Consent Agenda for separate action.

5. Approval of Minutes: May 4, 2023 Regular Meeting

It was moved by Director Newman, seconded by Director Ulrich to approve the Consent Agenda as presented. ROLL CALL VOTE: Motion carried 7-0-2 (FOR:

Halter, Juarez, Kildee, Lang, Newman, Ulrich, and Villaseñor. AGAINST: Perello and Ulrich). Directors Hernandez and Zaragoza abstained.

REGULAR AGENDA (Items 6 through 8)

6. Approve, and Adopt Board Resolution No. 23-01 to Collect Onsite Wastewater Treatment System Sewer Service Charges Regarding Malibu Bay Club Parcels on County of Ventura Property Tax Rolls for Fiscal Year 2023-24

Tina Rivera, Director of Finance, gave the staff report.

Chairperson Kildee opened the public hearing at 8:49 a.m.

Bob Honoré, Malibu Bay Club parcel owner, addressed the Board seeking clarification on the sewer service fees being charged on the tax roll versus fees listed in a recent unrelated communication he received. He was given clarification that the hearing was solely for placing the sewer service fees on the tax rolls.

With no one else wishing to speak, Chairperson Kildee closed the public hearing.

It was moved by Director Perello, seconded by Director Newman to A) Hold a public hearing in accordance with Health & Safety Code §5473 et seq.; and B) Approve and adopt the report (Attachment 1) which contains the Assessor Parcel Numbers (“APNs”) and the corresponding amount of VRSD sewer service charges proposed for collection on the County of Ventura Property Tax Rolls; and C) Approve and adopt VRSD Resolution No. 23-01 to Collect VRSD Sewer Service Charges on the County of Ventura Property Tax Rolls for Malibu Bay Parcels (Attachment 2); and D) Authorize and direct VRSD staff to coordinate collection of VRSD sewer service charges for Malibu Bay Club parcels on the general Ventura County tax rolls with the County Auditor-Controller, Assessor, and Tax Collector, and to submit to the Auditor-Controller all required forms and data needed to place direct assessments on the tax roll. ROLL CALL VOTE: Motion carried 9-0 (FOR: Halter, Hernandez, Juarez, Kildee, Lang, Newman, Ulrich, Villaseñor, and Zaragoza).

7. Approve, and Authorize the Board Chair to Sign, VRSD Contract No. 23-002 with SCS Field Services for Construction Services Related to the Replacement of the Toland Road Landfill Gas Collection System Flare

Chris Theisen, General Manager, stated mutually agreed minor changes to VRSD Contract No. 23-002: 1) Change the wording in Article I, sections A and B from “Design Construction services to Landfill Construction services; and 2) the contractor signer was changed from Chris Forland to Galen Petoyan.

Richard Jones, Director of Operations, gave the staff report.

It was moved by Director Halter, seconded by Director Hernandez, to A) Approve, and Authorize the Board Chair to sign, VRSD Contract No. 23-002 with SCS Field Services, to include the changes made orally by the General Manager, in an amount not to exceed \$1,462,081 for the Landfill Gas Collection System Ultra Low NOx Flare Installation Project at the Toland Road Landfill; and B) Authorize transfer of

\$240,000 from the Toland Road Landfill Main Access Road Repair fund (01-900-52082-499903120) and \$600,000 from the Leachate Capital Project (01-900-52074-499583120); and Appropriate \$128,406 from General Fund Balance to help cover VRSD No. 23-002 costs. ROLL CALL VOTE: Motion carried 9-0 (FOR: Halter, Hernandez, Juarez, Kildee, Lang, Newman, Ulrich, Villaseñor, and Zaragoza).

8. Board of Directors Workshop for Review and Comment on the Proposed Fiscal Years 2023-24 and 2024-25 Two Year Budget

Tina Rivera, Director of Finance, gave the staff report.

Director Lang left the meeting at 10:19 a.m. and did not return.

Board Members reviewed the Proposed Fiscal Years 2023-24 and 2024-25 Budget as presented by staff and provided direction.

It was moved by Director Newman, seconded by Director Hernandez to Establish June 15th for a date certain when the proposed 2-year budget, with any Board input, will be heard for approval and adoption. ROLL CALL VOTE: Motion carried 8-0 (FOR: Halter, Hernandez, Juarez, Kildee, Newman, Ulrich, Villaseñor, and Zaragoza).

INFORMATION ITEMS (Items 9 through 11)

9. Disbursement Report: April 2023

10. Investment Report: April 2023

11. Future Meetings, Seminars and Conferences

- ♦ June 6, 2023, 8:30 a.m. – P&F Committee Meeting, District Office
- ♦ June 15, 2023, 8:30 a.m. – Regular Board Meeting, District Office
- ♦ July 4, 2023, 8:30 a.m. – P&F Committee Meeting, District Office – Cancelled
- ♦ July 6, 2023, 8:30 a.m. – Regular Board Meeting, District Office

It was moved by Director Hernandez, seconded by Director Villaseñor, to receive and file Information Items. ROLL CALL VOTE: Motion carried 8-0 (FOR: Halter, Hernandez, Juarez, Kildee, Newman, Ulrich, Villaseñor, and Zaragoza).

ORAL REPORTS (Items 12 through 15)

12. Regulatory Compliance Report (none)

13. Committee Reports (none)

14. Board Member Comments and Future Agenda Items (none)

Director's Villaseñor, Hernandez, and Newman reported on having attended the Ventura County Regional Energy Alliance Champions Meeting on May 25, 2023, in which Giles Pettifor, Environmental Manager for the Port of Hueneme, spoke regarding use of methane and hydrogen for energy. Director Villaseñor suggested Mr. Theisen to contact Mr. Pettifor.

15. General Manager Comments

Chris Theisen, General Manager, updated the Board on the progress of meeting certain conditions in Toland Road Landfill Conditional Use Permit:

- Condition 55b: Offsite Air Monitoring. The first monthly monitoring has been completed and the second monthly monitoring is scheduled in the next couple of weeks.
- Condition 57: Dust Control Monitoring. Data collection activity for this year-long monitoring study is ongoing.

ADJOURNMENT: With no further business, the meeting was adjourned at 10:47 a.m. to the Regular Meeting to be held June 15, 2023, 8:30 a.m. at the Ventura Regional Sanitation District office.

Prepared by:

Approved:

Juliet Rodriguez
Clerk of the Board

Kevin Kildee, Chairperson
Ventura Regional Sanitation District